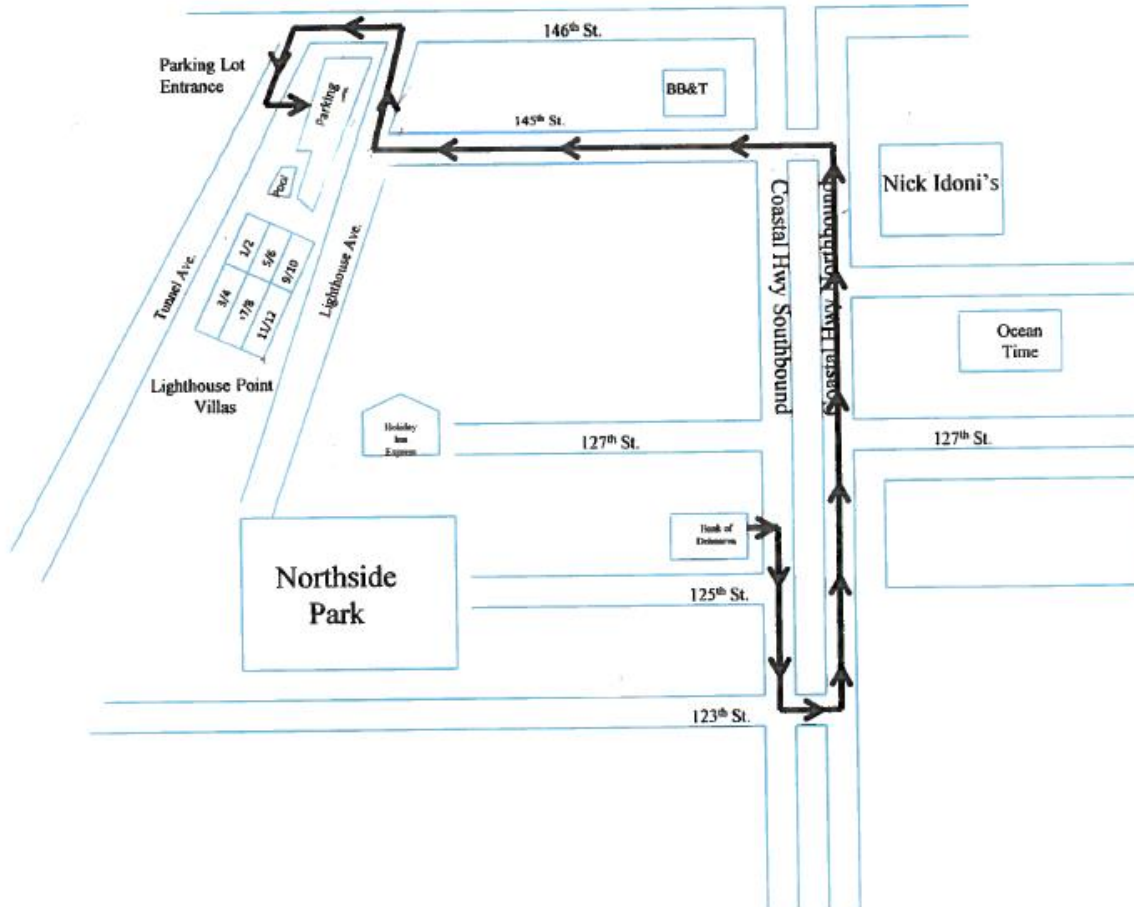


Welcome to Lighthouse Point Villas

14409 Lighthouse Ave, Ocean City, MD 21842

Directions from Paradise Properties Office:

Turn right onto Coastal Highway. At 123rd street, make a U-Turn at the light. Northbound on Coastal Highway turn left at 145th street. Continue on 145th street for 2 blocks to Lighthouse Ave. LIGHTHOUSE POINT VILLAS will be directly in front of you at the intersection.



Enclosed in this envelope you will find your condominium unit keys, your unit Inventory Checklist and Maintenance Request Form along with an interval sales list. **Please fill out these two forms and place them in the key box by the pool gate within 24 hours of check in.** We do thank you for decided to vacation with us and look forward to meeting you this week. If you have arrived after hours, please stop by our office the next business day to sign your registration sheet and to pay any charges that you might have.

The office location: 12505 Coastal Highway, Suite 11 Ocean City, MD 21842

Our office is located in the rear of the brick Bank of Delmarva building between 125th and 127th streets.

Office Hours: Monday through Thursday 9am-5pm

Friday 9am-9pm Saturday 9am-1pm Sunday-Closed

If you should have an after-hours emergency, please call the office at 410-250-1111 and there will be an emergency number on the machine. **This number is for EMERGENCIES only.** The answering service is for MAJOR EMERGENCIES only, such as heating/ac problems, water leakage, etc. Non-Emergency calls should leave a message.

Dear Owners & Guests,

Welcome to Lighthouse Point Villas. We want you to have a very enjoyable vacation. Please feel free to call the office if you have any problems. In your room, you have a guest directory; it has useful information regarding Rules & Regulations, our resort and Ocean City.

Here are some friendly reminders:

Upon check-in, please take time to fill your Inventory Check List/Maintenance Request and drop it in the brown wooden box by the pool entrance, so you will not be billed for any missing or broken items.

Please report any maintenance issues as soon as possible so we can try to have the problem fixed immediately by filling out the Maintenance Request Form that was provided in your check-in package and drop it in the key box on the first floor. It is checked throughout the day. Maintenance personnel are here most days until 4pm; problems must be submitted before 12:00pm on Monday.

There is a switch by the kitchen pantry for the hot water. Please make sure to turn it on. Please make sure to keep the refrigerator temperature dials set to 3 to prevent the coils from freezing up.

Only owners are allowed to have pets in the units. Only dogs are allowed in the units. The pet fee is \$125 for one pet and \$150 for 2. This fee is to help with the dander, hair, and extermination charge due to allergies of owners and other guests. Please let the management office know at or before check-in if you have pets with you. A \$200 charge will be assessed if an unreported pet is discovered after check-in.

Anyone that checks in after-hours must come by the office to register during our regular business hours.

Towing is enforced. Each unit is allowed 2 cars only. Additional parking is on Lighthouse or Tunnel Avenue.

Please observe the Ocean City Noise Control Ordinance that states quiet hours are from 11pm to 7am. Any disturbance should be reported to the office and violators will be warned or evicted.

Smoking is **NOT** allowed inside the units. A \$150 fine will be charged if there is evidence of smoking.

You are given a starter pack of paper towels, toilet paper, trash bags, etc...to get you by until you go to the store.

We ask your assistance in the following areas prior to your check-out:

- Place all dirty towels and bed linens in the hall bathroom.
- Wash all dirty dishes and replace to the original locations. There is a \$25 fine if dirty dishes are left.
- Replace all furniture to the original position if moved.
- Place all trash in bags and tie up. Please discard in the dumpster area.
- Please turn the hot water wall switch off and put the thermostat on 60 degrees/winter and 80 degrees/summer.
- Check all spaces for personal and/or food items you may have forgotten.

Upon checking out, you may drop your keys in the brown wooden box by the pool gate. Check-out time is 10am on Friday. There will be an extra charge for anyone leaving after 10am. Lost keys will result in a \$200 re-keying charge.

Any personal items found in a unit will be kept in our office for 7 days after your check-out date. Lighthouse Point Villas is not responsible for any lost or stolen personal items.

We look forward to serving each of you during your vacation stay.

Sincerely, The Lighthouse Point Villas Staff

Wireless Access
Network: Lighthouse Point Villas
Rate Per Device
(nontransferable)
\$7.95- 24hours
\$10.95- 3Days & \$19.95- 7Days

Log on to your computer and search for the network, once on, you will be asked to provide a credit card. Internet is provided by Comcast and several routers have been placed at the building by a private IT company. If you experience issue, we will contact our provider in an attempt to handle in a timely matter.